



SUMMARY OF THE MINUTES TOWN COUNCIL

1 Thursday, October 16, 2025 – Council Chambers – Afternoon Session

2 **CALL TO ORDER**

3 Mayor Jackson called the regular session of the Town Council to order at 12:00 P.M.

4 **ROLL CALL**

5 Councilmembers: Steve Hushebeck (Position No. 1 - remote), Richard Geffen (Position No. 2), Anna Maria de Freitas (Position No. 3), Mason Turnage (Position No. 4), and Barbara Starr (Position No. 5).

6 Mayor Raymont Jackson, Town Administrator Denice Kulseth, Town Clerk Jennifer Krembs (absent), Public Works Director Mike Liptack, Community Development Director Ryan Ericson, Finance Director Bethany Berry, and Executive Assistant Julie Greene.

7 **FLAG SALUTE**

8 Mayor Jackson conducted the flag salute.

9 **12:02 PM SET AGENDA**

10 **Councilmember de Freitas moved, Councilmember Geffen seconded to postpone the first reading of the utility rates. Motion passed unanimously 5-0.**

11 Agenda was set.

12 **12:03 PM ANNOUNCEMENTS**

13 The Council requested that all cell phones be silenced during Council meetings.

14 **12:04 PM PUBLIC COMMENT**

- 15 Nancy DeVaux, county resident, Affordable Housing Advisory Committee
- 16 Tillary Williams, San Juan County (SJC) Deputy County Manager, attending on behalf of County Council Chairperson Kari McVeigh

17 **12:11 PM CONSENT AGENDA**

18 The Council asked whether the Town could be reimbursed for staff hours spent researching public records requests; this is not allowed in Washington state.

19 **Moved by Councilmember Geffen, seconded by Councilmember Starr to approve the consent agenda as written. Motion passed unanimously 5-0.**

20 **Approved:**

21 **Ordinances**

- 22 Ordinance No. 1826 - Adopting a new Section to the Friday Harbor Municipal Code Chapter 2.10.040 Public Records Policy.

23 **Resolutions**

- 24 Resolution No. 2975 – Ratify an agreement with Backflow Solutions, Inc., for software conversion.
- 25 Resolution No. 2976 – Ratify a master services agreement with SCS Engineering for 2026 landfill monitoring.

26 **Payments and Claims**

- 27 1) Claim warrants: 62592 to 62617 and DFT 407 to 436, dated August 07, 2025, in the amount of \$102,588.67.

48 2) Utility billing refund warrants: 62618 to 62622, dated August 15, 2025, in the amount of \$1,619.18.
49 3) Claim warrants: 62623 to 62653, dated August 14, 2025, in the amount of \$106,925.86.
50 4) Claim warrants: 62654 to 62676 and DFT 450, dated August 21, 2025, in the amount of \$164,838.47.
51 5) Claim warrants: 62677 to 62701, dated September 4, 2025, in the amount of \$168,410.94.
52 6) Payroll Claim warrants: 20218 to 20228, DFT 451 to 455 and 8/31/25 Direct Deposit, dated August 31, 2025,
53 in the amount of \$357,972.49.

54

55 **Minutes** Approval of the Summary of the Minutes dated October 2, 2025

56

57 **ACTION AND DISCUSSION ITEMS**

58 **12:13 PM Public Hearing – Griffin Place Development Agreement**

59 At 12:15 PM, the Public Hearing for the Griffin Place Development Agreement was opened. Applicant David Flaum,
60 representing Favor 34 LLC, introduced his team including Laura Flaum, Frank Weaver, John Geniuch, and Kim
61 Williams. Williams of Designs Northwest Architects presented a PowerPoint on the Griffin Place development
62 project proposed for Grover Street. The project would include 41 two-story townhomes in five buildings and eight
63 apartments in another building that would be considered workforce housing. Parking for 74 vehicles would include
64 EV stations as required per the Washington State construction codes. The design honors historic design although
65 the project is outside of the town's historic district. Buildings on Grover Street will appear to be single story from
66 the street. The Council asked about a children's play space; this is not in the design as the elementary school is
67 nearby. The Council questioned private use of school property outside of school hours and would like to see that
68 children are able to play closer to their homes. The Council received confirmation the EV stations would be level 2
69 chargers per state requirements rather than slow-charging level 1's. The Council asked why there would be only
70 eight workforce housing units. Several reasons were given including the cost to build.

71 Public testimony:

- 72 o Amanda Lynn, town resident, opposed the project; questioned the guarantee of eight affordable units
- 73 o Amber Harshbarger, town resident, opposed the project; concerned about parking issues and child safety
- 74 o David Day, town resident, opposed the project; concerned with blocked views and strain on utilities
- 75 o Kari Day, spouse of David Day, opposed the project; concerned about conflicting with the Town's
76 Comprehensive Plan
- 77 o Corinne Morrell, town resident, opposed the project
- 78 o Rachel Stephens, town resident, opposed the project
- 79 o Justin Jewett-Platts, town resident, opposed the project; asked the Town to consider a crosswalk and seek
80 options for dealing with traffic
- 81 o Jennifer Hill-Girard (online), town resident, opposed the project
- 82 o Suzanne Bryner (online), town resident, opposed the project

83

84 Written testimony was distributed to the Council in packet materials.

85

86 At 1:09 PM, the public hearing was continued to November 16, 2025.

87

88 **1:10 PM Continued Public Hearing – San Juan Community Home Trust Argyle Lot Development
89 Agreement**

90 At 1:10 PM, the public hearing for the San Juan Island Home Trust Argyle Lot Development
91 Agreement (DA) was reopened. Project Developer Karl Eberhard spoke on two requested changes.
92 San Juan Island Home Trust Executive Director Amanda Lynn shared details on the proposed project.
93 San Juan County Housing Coordinator Ryan Page reviewed the project timeline and correspondence
94 with the Town on the project and noted the County Council's request for a meeting with the Home
95 Trust and Town Council. Page said the County's edits to the DA had been approved by the County's
96 attorney, and the County is largely happy with the agreement. Community Development Director
97 Ryan Ericson clarified there was no agreement earlier this year to meet with the County Council and

99 there have been two newer versions of the DA since January 2025. Councilmember Starr expressed
100 interest in meeting with the County and Home Trust. Administrator Kulseth was asked if there could
101 be legal issues with this. The Town attorney has said it would be inappropriate as the County would
102 be participating as the owner, not a governing body. Kulseth explained if the request was for a
103 workshop with no public hearing or public comment a meeting would be possible; but if changes to
104 the DA are made in such a meeting, the process of a new public hearing would have to start over.
105 Page said the County was asking for a work session, not a meeting to approve the DA, and this
106 potential meeting would be unnecessary if they came to an agreement today. Tillary Williams offered
107 to talk with the County Council and manager to set up a meeting if no agreement was made today.
108

109 **Point of Order called by Councilmember Starr to clarify public hearing procedure.**

110
111 1:35 PM Public Hearing testimony:

- 112 ○ Nancy DeVaux, county resident, supports permanently affordable housing
- 113 ○ Justin Kyle “Timber” Rose, town resident, supports completing housing projects

114
115 1:43 PM Public Hearing closed.

116
117 1:43 PM Council Deliberations

118 The Council reviewed staff’s memo listing the County and Home Trust’s requested edits to nine
119 sections of the DA, the Town’s existing language, and staff’s recommendations.

120
121 Item 1 – Percent area mean income (AMI). The Town defines moderate income at 80% to 120%
122 AMI. Page said the County’s Home Fund can only fund up to 115% AMI. Councilmember de
123 Freitas would like to work with the County to increase this to 120% in the future.

124 **Moved by Councilmember Starr, seconded by Councilmember Geffen to approve San Juan
125 County Recital, whereas, the Town wishes to provide moderate-income housing defined by
126 Washington state as 80% to 115% AMI and affordable housing as less than 80% AMI in the Town
127 of Friday Harbor. Motion passed unanimously 5-0.**

128
129 Item 2 — Workforce vs moderate income. The County prefers the term “moderate income” over
130 “workforce” housing.

131 **Moved by Councilmember Geffen, seconded by Councilmember de Freitas to approve San Juan
132 County Recital, whereas, the Town of Friday Harbor and the San Juan Community Home Trust
133 have agreed to an affordability mix for the project that assigns 50% to moderate-income housing.
134 Motion passed unanimously 5-0.**

135
136 Item 3 – Section 2(A)(7) – Mix of affordable units. The County asked to exclude “very low
137 income” units to simplify the language and provide flexibility. Ericson explained that the
138 affordability mix matrix in the packet is not in the DA, the Town must plan for all income bands,
139 and the County’s language does not accurately portray those agreed mixes of income bands. Lynn
140 addressed reporting protocols and vacancy rates.

141 **Moved by Councilmember Starr, seconded by Councilmember Turnage, to approve staff
142 recommended language in Section 2(A)(7): The Developer shall lease or rent to the general public
143 or make available for lease or rent to the general public no fewer than thirty-five (35) Affordable
144 Units. Once the total number of developable units is determined for the project, fifty percent
145 (50%) of those units shall be Very Low-Income (30% to 50% AMI) or Low-Income (50% to 80%
146 AMI) units, and 50% shall be Moderate-Income (80% to 115% AMI) units. Should the
147 development contain an odd number of units, the remaining unit shall be designated a Low-
148 Income unit. Motion passed unanimously 5-0.**

150 Item 4 – Section 2(A)(8) – Number of two-bedroom or greater units. The County asked to lower
151 the minimum from 50% to 30% of the units to be consistent with the County’s landlord lease and
152 allow flexibility. The Council did not see that as an improvement to density and expressed
153 concern that single parents in one-bedroom units is substandard housing. Eberhard said the
154 Home Trust is being asked to make accommodations including larger setbacks. Lynn said the
155 Home Trust fund would not allow parents and children to share bedrooms. Councilmember Starr
156 suggested compromising at 40% of the units. Councilmember de Freitas said discussion of
157 additional two-bedroom units could come later as part of concessions.
158

159 **Point of Order called by Ericson to continue deliberations and address elderly housing allocations
160 with the San Juan Community Home Trust at a later time.**

162 **Moved by Councilmember Turnage, seconded by Councilmember de Freitas to approve staff
163 recommended language in section 2(A)(8): Unless otherwise agreed by the parties in writing, a
164 minimum of fifty percent (50%) of the units constructed shall contain two (2) or more bedrooms.
165 Motion passed 3-2 with Councilmembers Geffen and Starr voting against.**

167 Item 5 – Section 2(A)(10) – Solar zone and building orientation. The County and Home Trust
168 asked to remove the requirement that buildings be solar-ready per the applicable Town-adopted
169 state building codes and that roof surfaces be oriented to maximize energy production. Staff
170 recommended adding “as feasible” to the existing language.

171 **Moved by Councilmember de Freitas, seconded by Councilmember Starr to approve staff
172 recommended language in Section 2(A)(10): Buildings must be constructed to be solar -ready per
173 the applicable Town -adopted State Building Codes , and building roof surfaces must be oriented
174 to maximize energy production as feasible. Motion passed unanimously 5-0.**

176 Item 6 – Section 2(C)(3) – San Juan County Home Funds guidelines. The County wants the
177 developer to be subject to their review and approval for compliance. Staff recommended
178 retaining existing language or striking the section.

179 **Moved by Councilmember Turnage, seconded by Councilmember Geffen to approve deletion of
180 Section 2(C)(3). Motion passed unanimously 5-0.**

182 Item 7 – Section 2(E) – Property maintenance code. Page noted this is the only mention of
183 “owner” in the DA. The County won’t sign a document they haven’t seen.

184 **Moved by Councilmember de Freitas, seconded by Councilmember Starr to accept staff
185 recommended language in Section 2(E): A. Maintenance of Property. The Owner shall on a form
186 provided by the Town record a restrictive covenant on the property that requires adherence to
187 the International Property Maintenance Code. This restrictive covenant shall be recorded prior to
188 the issuance of building permits.**

190 Page disagreed with the decision, saying it didn’t address the County’s concern with signing an
191 unseen form from the Town.

193 **Moved by Councilmember de Freitas, seconded by Councilmember Starr to accept staff
194 recommended language as amended to include “mutually agreed to” for Section 2(E): A.
195 Maintenance of Property. The Owner shall on a mutually agreed upon form provided by the Town
196 record a restrictive covenant on the property that requires adherence to the International
197 Property Maintenance Code. This restrictive covenant shall be recorded prior to the issuance of
198 building permits. Motion passed unanimously 5-0.**

200 Item 8 – Section 2(F)(2) – Tolling. The County and applicant asked that all deadlines, time
201 periods, and performance obligations be tolled and suspended for any time in which the Town
202 has not performed per the DA. Language from Section 2(F)3 and Section 6 were discussed. The
203 staff report states the Council approved the existing language in August and the DA includes
204 remedies. Ericson was asked if the tolling period is typical; he said each DA is unique, that this is
205 a small item, and the Council should accept the County’s language.

206 **Councilmember de Freitas moved, Councilmember Starr seconded accepting the San Juan County**
207 **and San Juan Community Home Trust language in Section 2(F)(2): All deadlines, time periods, and**
208 **performance obligations under this Agreement shall be tolled and suspended for the duration of**
209 **any time which a use or activity was not actually pursued due to the pendency of administrative**
210 **appeals or legal actions. The tolling period shall commence on the date the matter is submitted**
211 **for such review, and shall end on the date the reviewing authority issues a final determination.**
212 **Upon conclusion of the tolling period, all affected deadlines shall resume with the same number**
213 **of days remaining as existed at the commencement of tolling . All deadlines, time periods, and**
214 **performance obligations under this Agreement shall be tolled and suspended for the duration of**
215 **any time which the Town has not performed per DA § 2.B.3. Motion passed unanimously 5-0.**

216
217 Item 9 –Approved uses continue for 99 years. The County requested the addition of this section
218 to allow multifamily use to continue for 99 years. The section would also survive termination of
219 the agreement. Ericson explained that once a building permit is issued the Town’s non-
220 conforming rules are in effect.

221 **Moved by Councilmember de Freitas, seconded by Councilmember Geffen not to adopt Section**
222 **2(F)(3) as suggested by the San Juan County and San Juan Community Home Trust . Motion**
223 **passed unanimously 5-0.**

224
225 **Moved by Councilmember Geffen, seconded by Councilmember Turnage to approve the DA as**
226 **amended by previous motions. Motion passed unanimously 5-0.**

227 3:00 PM ADMINISTRATOR’S REPORT

- 228 ○ On October 8, 2025, the Town participated in the High School’s Futures Fair. Mike Liptack, Paul King, Joe
229 Pasic, and Jennifer Krembs joined Kulseth at the event. They hope to continue participating.
- 230 ○ Safe San Juans requested permission to wrap street tree trunks with purple lights on Second Street from
231 Blair Avenue to Spring Street for October’s Domestic Violence Awareness month. The request is acceptable
232 to Streets and Parks Supervisor Justin Nibler. The Council agreed.
- 233 ○ The Alhadeff Park ribbon cutting is scheduled for 11 a.m. Thursday, November 6, 2025.
- 234 ○ Mock Council with the seventh-grade class is scheduled for Monday, November 17, 2025. Councilmembers
235 de Freitas and Geffen will participate.
- 236 ○ Kulseth met with Town Council candidate Chelsey Dyer who will be filling Councilmember Turnage’s seat.
237 The opportunity to attend the Elected Officials Essentials Workshop taking place December 6, 2025, was
238 shared with Dyer.
- 239 ○ Diane Carlshagen has been hired as Assistant Finance Officer.
- 240 ○ Kulseth will attend the AWC Regional Meeting on Monday to discuss legislative priorities. At the previous
241 meeting, she gained support from other small towns to exclude them from the senate bill eliminating
242 parking requirements. Alex Ramel successfully amended the bill for towns under 25,000 population.
243 Kulseth said small towns are losing the ability to control local development.

244 3:12 PM PUBLIC COMMENT

- 245 ○ Amanda Lynn, Executive Director San Juan Island Home Trust, said they are addressing senior housing
246 with 100% adaptable units, apologized for earlier comments, and thanked the Council for approving the
247 DA.

251 **3:15 PM FUTURE AND NON-AGENDA ITEMS**

252 No items forthcoming.

253

254 **3:15 PM ADJOURNMENT**

255 Hearing no further business and no objection, Mayor Jackson adjourned the meeting. The next regular meeting is
256 scheduled for Thursday, November 6, 2025, at 12:00 P.M.

257

258 * * * * *

259 **These minutes were approved by motion of the Town Council . The original document is retained by the Clerk in
260 the Town Council's permanent records. Attest: Jennifer Krembs, Town of Friday Harbor Clerk**